

**Freedom of Information request reference number:** 7015.1

**Date of response:** 8 December 2022

**Request:**

*Under the freedom of information act I would like to ask some questions referring to the Station Commanders round in 2022.*

- 1. How many people applied internally and externally?*
- 2. How many candidates passed Part 1 the Initial interview, internally and external?*
- 3. How many candidates passed the D&I assessment internally and externally. That is 75%.*
- 4. How many candidates got above 75% in both parts of the process?*
- 5. What was done to the candidates that scored 50-75% in the D&I? Internally and externally?*
- 6. Has there been any D&I workshops since the 25/08/2022?*
- 7. If there has been how have these been allocated and under what criteria?*
- 8. When and who set the D&I marking criteria?*
- 9. Can I have a copy of both the internal and external role adverts?*

**Response:**

Please see the answers to each question in turn below:

1. How many people applied internally and externally?

**Internal: 55**

**Transferee: 31**

2. How many candidates passed Part 1 the Initial interview, internally and external?

**Internal: 35**

**Transferee: 8**

3. How many candidates passed the D&I assessment internally and externally. That is 75%.

**Internal: 25**

**Transferee: 2**

4. How many candidates got above 75% in both parts of the process?

**Internal:19**

**Transferee: 2**

5. What was done to the candidates that scored 50-75% in the D&I? Internally and externally?

**75% and above – passed the process**

**Between 50 and 74% - the inclusion team will be running workshops/one day courses.**

6. Has there been any D&I workshops since the 25/08/2022?

**We have run seven courses since 25th August. These are, Introduction to Inclusive Leadership: EDI Literacy.**

**A further 3 dates will be allocated today(7<sup>th</sup> December 2022) for candidates interested in applying for the post of Station Commanders. This is the first part of a three phased interim Inclusive Leadership Programme.**

**In addition, the Frank Bailey Middle Leadership Programme launched on 28th November, is a five-module programme. One Module is also dedicated to EDI.**

7. If there has been how have these been allocated and under what criteria?

**(a) Places were allocated to those who were leading on and facilitating the roll-out of conversations about the Culture Review Report**

**(b) Places were also allocated to those who failed/were on the development range for the recent Station Commander promotion rounds. This cohort will also be offered 3 small group Coaching Pods.**

Frank Bailey Middle Leadership Programme

**Spaces are allocated to all middle leaders across LFB, approximately 620 Middle Leaders.**

8. When and who set the D&I marking criteria?

**The Inclusion Team set out the marking criteria alongside the design of the EDI Assessment for all leaders. These are submitted to the Recruitment Team approximately two weeks in advance of the D&I Assessments**

9. Can I have a copy of both the internal and external role adverts?

**Adverts attached – OS00118 internal advert and OS00125 external adverts**

I hope you find this information of use. Should you have any further questions please do let me know.

We have dealt with your request under the Freedom of Information Act 2000. For more information about this process please see the guidance we publish about making a request [on our website](#)

## The Role

London Fire Brigade (LFB) is seeking highly motivated, talented and adaptable applicants who have the vision, leadership skills and potential to become part of the Brigade's management team. Do you have what we are looking for?

London is one of the largest fire rescue services in the world, serving a complex and dynamic city of 8.9 million residents as well as those who work in or visit the city.

We are looking for the best people to lead the organisation to shape our services to provide London with a world class fire and rescue service, which is trusted to serve and protect London's diverse communities.

It is an exciting and challenging time to join us. We continue to focus our efforts on prevention and protection, as well as providing a first-class operational response to a wide range of emergencies. We have made big changes in recent years, taking bold decisions to set the Brigade in the strongest possible position at a time of public sector savings. Further challenges lie ahead, particularly in light of the development of our new Community Risk Management Plan, enabling us to continue to respond and improve following HMICFRS inspections and the Grenfell Inquiry.

We have made important progress in terms of the diversity profile of our staff, but there is much more to do. London is a wonderfully diverse city and we have an ambitious Togetherness Strategy to build D&I into all our work. This sets out our commitment to promoting fairness and tackling discrimination, and how we're working to remove the barriers that stop people reaching their full potential.

### The role

To plan, direct and deliver the services provided by a designated function ensuring continual improvement in efficiency and performance and compliance with regulations and the law. To play a full leadership role within the LFB as a member of the appropriate Departmental Management Team. To be a member of the Station Commander's operational rota, available to monitor be mobilised to operational incidents to perform the tactical incident command function.

Working with the Group Commanders and Deputy Assistant Commissioners, Station Commanders are key leaders in ensuring that the London Fire Brigade is trusted to serve and protect London. Station Commanders deliver this by ensuring the Brigade is a dynamic, forward-looking organisation of fully engaged people at the centre of the communities we serve, adapting to the needs of London. To support this the post holder will be responsible for helping in the delivery of the London Fire Commissioners strategic aims set out in our draft Community Risk Management Plan (subject to consultation):

- Engaging with you: working with our communities to understand their needs and concerns
- Protecting you: supplying the right services to keep Londoners safe
- Learning from you: listening and developing together to achieve our best
- Representing you: investing in what matters most to the communities we serve to deliver public value.

How will I know if I am ready for promotion to Station Commander?

You will be expected to have a professional discussion with your line manager and if they feel there are still areas of development, they will advise you accordingly. You should also ask about the role in detail and understand the differences to expect. You should consider the change in shift pattern that comes with this role and its impact. This role offers a variety of opportunities across different departments, with responsibilities across London and the LFB.

As a middle manager you are expected to champion and deliver Brigade initiatives including the Transformation Delivery Plan, Togetherness Strategy and the LFB Behaviours.

Please read the Assessment Overview section below to make sure you submit all documents required with your online application form. The closing date for submitting applications is 28 July 2022 at 16.00hrs.

## **Eligibility**

- Have been signed off as a competent Station Officer. Please note candidates who are competent Station Officers but who have not yet completed the 12-month competency period (at an operational fire station), are able to apply for promotion, and should they be successful, will be held on a panel until such time as their 12-month period at an operational fire station is completed
- Have completed and passed a level 1 acquisition course or hold a valid Level 1 revalidation
- Have line management approval and sign off (complete an expression of interest form and have line management comments in the form)
- Have no live disciplinary sanctions.

## **Assessment Overview**

To apply please complete the online application form by 28 July 2022 and upload all the documents you will need to submit with your application form: a CV, a covering letter and an expression of interest form.

Please make sure you give yourself plenty of time to complete and submit your application form prior to the closing date, as late applications cannot be accepted. You also need to factor in time for your line management chain to complete parts 2 & 3 of the expression of interest form.

Before submission of your application you will be required to undertake a professional development discussion for your line managers to support your application. Please factor this into your timeline.

Your application should include:

1. Your current CV. You will need to upload it in the CV section of the application form;
2. A cover letter. In the online application form please provide a covering letter detailing how your skill set meets all those required as a station commander (covering three specific areas; Forward Looking (Demonstrates adaptability and anticipates change positively), Empowers

and coaches others (Gives autonomy to others and helps them grow), Self-aware (can honestly self-assess, manage their emotions and understand their impact on others). You are allowed 4,000 characters per area (Three text boxes are available for you to individually type your evidence for each area).

3. Your expression of interest form. You will need to upload it (parts 1, 2 & 3 completed) in the Other attachments section of the application form.

### Assessment Process

Please note that the assessment process is sequential – you will need to be successful in each stage in order to progress to the next.

Stage 1: The evidence presented with your application will be assessed and if shortlisted you will be invited to an initial sift interview (a score of 70% or above required) and a diversity and inclusion exercise (a score of 75% or above is required, however we will allow for a 5% margin in accordance with the exigencies of the service), scheduled to be held in late July/early August 2022.

Stage 2: Successful candidates from stage 1 will be enrolled on the level 2 incident command acquisition course. Enrolments will be allocated to those covering temporary posts in the first instance in accordance with the needs of the organisation and then in score order from the previous stage. The courses are scheduled to be held in August/September 2022. Successful candidates from stage 2 will be invited to the final stage.

Stage 3: All successful candidates will be required to participate in a final interview (a score of 70% or above required).

Please note any correspondence received from us will be via e-mail and sent to the address you provide on your application form. We advise you to use a personal email address.

Please state in your application form all your unavailable dates within the next few months and please keep the recruitment team informed of any additional unavailable dates you may have for the duration of the recruitment process.

Please note that whilst the advert is live, we will be running several Q and A sessions in Union Street and via Teams. The primary purpose of these sessions is to talk about the role in more depth and some of the benefits. The dates are 19th, 20th & 21st July 2022. Please send an email to [assessmentcentre@london-fire.gov.uk](mailto:assessmentcentre@london-fire.gov.uk) to let us know your availability to attend one of the sessions.

## **Additional Information**

### Behaviours

The post holder will always ensure that they role model the Brigade's Leadership Behavioural Framework and will hold others to account in doing the same. It is expected that behaviour at all times embodies the Brigades framework of Accountability, Compassion, and Togetherness.

The Leadership Behavioural Framework supports the Core Code of Ethics which apply to every member of the Fire and Rescue Service (FRS) in the UK. The Core Code sets out five

ethical principles which provide a basis for promoting good behaviour and challenging inappropriate behaviour in the delivery of services to the public and against which the post holder will always champion. The five principles are:

- Putting our communities first

- We put the interests of the public, the community, and service users first.

- Integrity

- We act with integrity including being open, honest, and consistent in everything that we do.

- Dignity and respect

- We treat people with dignity and respect, making decisions objectively based on evidence, without discrimination or bias.

- Leadership - We are all positive role models, always demonstrating flexible and resilient leadership. We are all accountable for everything we do and challenge all behaviour that falls short of the highest standards.

- Equality, diversity, and inclusion (EDI)

- We continually recognise and promote the value of EDI, both within the FRS and the wider communities in which we serve. We stand against all forms of discrimination, create equal opportunities, promote equality, foster good relations, and celebrate difference.

## Equality and Diversity

The London Fire Brigade is driven by a strong sense of purpose; we are trusted to serve and protect London. As such the Brigade has set an ambitious diversity and inclusion strategy (Togetherness Strategy) which aims to build an organisation which represents the people that we serve, and where every member of staff can bring their whole self to work. Station Commanders are expected to promote the successful delivery of this strategy and to always champion a culture of fairness and inclusivity.

We value the diversity of our employees and aim to recruit a workforce which reflects our diverse communities across London. The London Fire Commissioner is an Equal Opportunities Employer, and we positively welcome applications from all suitably qualified individuals, irrespective of people's age, disability, gender, race or ethnicity, religion or belief, sexual orientation, or other personal circumstances. We have guidance in place to ensure that all applicants are treated fairly and consistently at every stage of the recruitment process, including the consideration of reasonable adjustments for people who have a disability.

## Attachments

- [Behavioural checklist](#)
- [Expression of interest form](#)

## The Role

### Station Commander Transferee

London Fire Brigade (LFB) is London's Fire and rescue service – one of the largest firefighting and rescue organisations in the world. We are here to make London a safer city. Employing over 5000 people across our operational team (our firefighters), control (our call handlers who answer 999 calls), fire safety and our non-operational team (our team who work behind the scenes to support our front-line services, including IT, Finance, Procurement, and communications team).

LFB are now offering the opportunity for operationally substantive and competent Station Commanders/Station Managers to apply for transfers to LFB.

If you hold specialist skills and qualifications (e.g., Fire Safety) then we may offer postings into these specialist teams, is available. Please highlight this in your application.

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The Leadership Behavioural Framework supports the Core Code of Ethics which apply to every member of the Fire and Rescue Service (FRS) in the UK. The Core Code sets out five ethical principles which provide a basis for promoting good behaviour and challenging inappropriate behaviour in the delivery of services to the public and against which the post holder will always champion. The five principles are:

- Putting our communities first
  - We put the interests of the public, the community, and service users first.
- Integrity
  - We act with integrity including being open, honest, and consistent in everything that we do.
- Dignity and respect
  - We treat people with dignity and respect, making decisions objectively based on evidence, without discrimination or bias.
- Leadership
  - We are all positive role models, always demonstrating flexible and resilient leadership. We are all accountable for everything we do and challenge all behaviour that falls short of the highest standards.
- Equality, diversity, and inclusion (EDI)
  - We continually recognise and promote the value of EDI, both within the FRS and the wider communities in which we serve. We stand against all forms of discrimination, create equal opportunities, promote equality, foster good relations, and celebrate difference.

## Equality and Diversity

The London Fire Brigade is driven by a strong sense of purpose; we are trusted to serve and protect London. As such the Brigade has set an ambitious diversity and inclusion strategy (Togetherness Strategy) which aims to build an organisation which represents the people that we serve, and where every member of staff can bring their whole self to work. Station Commanders should always promote a culture of fairness and inclusivity. More information is available in the attached Togetherness Strategy document.

Please read the Assessment Overview section below to make sure you submit all documents required with your online application form.

## Eligibility

- You must be a wholetime operational, substantive and competent Station Commander (with a wholetime contract) in a UK local authority fire and rescue service who is competent in all elements of the role map and have been signed off as competent for a minimum period of 12 months in your current substantive rank, be Level 2 Incident Command qualified and in ticket. Please note this is for substantive transfers only and is not a promotional process
- Have no current/outstanding development action plans or capability issues related to competency
- We cannot accept applications from candidates currently undertaking a temporary, casual or zero-hour wholetime contract (or contract to that effect)
- Applicants must hold a full UK manual driving licence
- Be free of any current formal disciplinary sanctions

## Assessment Overview

### Stage 1

Application closing date 4 pm on Friday 9th September 2022.

Your application should include:

1. Your current CV. You will need to upload it in the CV section of the application form;
2. A cover letter. In the online application form please provide a covering letter detailing how your skill set meets all those required as a station commander (covering three specific areas; Forward Looking (Demonstrates adaptability and anticipates change positively), Empowers and coaches others (Gives autonomy to others and helps them grow), Self-aware (can honestly self-assess, manage their emotions and understand their impact on others). You are allowed 4,000 characters per area (Three text boxes are available for you to individually type your evidence for each area).

### Assessment Process

Please note that the assessment process is sequential – you will need to be successful in each stage in order to progress to the next.



## Stage 1

The evidence presented with your application will be assessed and if shortlisted you will be invited to stage 2.

## Stage 2

### Assessment elements

- A Knowledge Test (Pass mark 75% or above). Bibliography for the Knowledge Test attached. Please send an email to [assessmentcentre@london-fire.gov.uk](mailto:assessmentcentre@london-fire.gov.uk) to request the policies. We advise candidates to begin studying for the test now. Please note that the Knowledge test is pass/fail.
- Interview based on the LFB behaviours (a score of at least 70%)
- Diversity & Inclusion Exercise (a score of at least 75%)

You must pass all the above assessment elements to be successful.

Stage 2 is scheduled to take place from w/c 19th September 2022.

Please be advised that if you are unable to make the scheduled assessment dates, we may not be able to make alternative arrangements. Therefore, please state in your application form all your unavailable dates within the next couple of months and please keep the recruitment team informed of any additional unavailable dates you may have for the duration of the recruitment process.

### Offers and postings

The Operational Selection Board (OSB) will determine the outcome.

Should an individual decline an offer of transfer they will not normally get a further offer in the current transferee round.

The OSB will be given all the information gathered during the process to build a profile of the person and decide on suitability for individual roles. In addition, as part of the reference procedure, we will ask candidates' managers for an honest appraisal of the candidates' strengths and areas they feel may need development, which will be factored into the decision-making process. If there are more successful candidates than current vacancies, those candidates will be placed on a panel and will be offered a suitable role as and when one becomes available. It should be noted that if a role is particularly niche or requires specialist knowledge then a final bespoke assessment may take place. In the event of a new round being advertised, if there are people still sat on the panel, these will be offered promotion above successful candidates from the new round.

## **Additional Information**

In line with the Basic Personnel Security Standard (BPSS) employment checks will be completed by successful candidates, which will include a basic criminal records check.

Successful candidate will be required to declare any convictions for offences which are not spent under the Rehabilitation of Offenders Act 1974 and any offer of employment is subject to the LFC receiving a criminal records disclosure which it considers satisfactory. Successful candidates should apply to the Disclosure and Barring Service (DBS) to get a copy of their criminal record and share the original disclosure certificate with the LFC. The check will only show convictions that are not 'spent'. It will cost the successful candidates £23 (current charge) and usually takes up to 14 days.

We value the diversity of our employees and aim to recruit a workforce which reflects our diverse communities across London. The London Fire Commissioner is an Equal Opportunities Employer and we positively welcome applications from all suitably qualified individuals, irrespective of people's age, disability, gender, race or ethnicity, religion or belief, sexual orientation, or other personal circumstances. We have guidance in place to ensure that all applicants are treated fairly and consistently at every stage of the recruitment process, including the consideration of reasonable adjustments for people who have a disability.

#### Attachments

- [Bibliography - Level 2 Knowledge test.pdf](#)
- [LFB behaviours.pdf](#)
- [R2R agreement.pdf](#)
- [togetherness-strategy-summary\\_web\\_singlepages.pdf](#)